



Gallagher Access Advanced Administrator Course - C892125



Introduction

This training module provides Administrators with an advanced view of Command Centre functionality with a focus on enhancing existing Site security measures. Once a site is commissioned, best practice suggests that although the initial security measures may be adequate, a site will mature and evolve over time. Having a security system in place that is scalable and flexible is paramount to catering to an ever-changing environment and the Advanced Administrator 1-day Course unveils new layers of Command Centre knowledge to compliment your existing site configuration. Tailored Administration training can be arranged if generic training is not focused towards the specific needs of your site. Requirements would need to be formalised prior to delivery.

Note: The Gallagher Advanced Administration course configures functionality from within the Configuration Client and Command Centre Client platforms and is a scenario-based storyline utilising the latest version of software.



Goals

At the completion of this training session, you will have the skills necessary to administer a Gallagher system and a working knowledge of:

- Command Centre client
- Configuration client
- Competencies
- Alarm Instructions and Insertion Tags
- Viewers, Panels & Tiles
- Notifications
- Macros
- Card States and design
- EDI
- Reports



Prerequisites

Prerequisite:

- Completion of Gallagher Operator and / or Administrator course highly recommended
- An understanding of Security Systems and Access Control
- Knowledge of the site requirements under their administration
- Good PC skills



Modules

- **Introduction to Course**
 - Overall Scenario
- **Command Centre Administration Tool Bar Server Properties**
 - Examining License Features and Server Properties
- **Competencies**
 - Scenario One
 - Identity Analytics
 - Configuring Competencies
 - Access Zones Competencies
 - Assigning Competencies
 - Configuring Cardholders
 - Adding a Competency to a Cardholder
- **Bulk Changes**
 - Scenario Two
 - Creating a new Cardholder Bulk Change
- **Alarm Instructions**
 - Scenario Three
 - Creating a New Alarm Instruction
- **Insertion Tags**
 - Scenario Four
 - Creating an Insertion Tag

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- **Assigning Alarm Instructions**
 - Scenario Five
 - **URL Tile**
 - Scenario Six
 - Creating a URL Tile
 - **Broadcast**
 - Scenario Seven
 - Setting up the Email and SMS Server
 - Setting up the Broadcast Notification
 - **Event Notification Filters**
 - Scenario Eight
 - Reflected Output
 - Personal date Field: Email/Mobile
 - Creating a Notification Schedule
 - Enabling your Event Notifications
 - **Macros**
 - Scenario Nine
 - Setting up Macros
 - Setting up a Macro to Cancel the Site Lockdown
 - Macro Shortcut Keys
 - **Site Plans**
 - Adding a Macro to our Site Plans
 - Adding a Graphic to our Site Plans
 - Creating Item Menus on Site Plans
 - **Card States**
 - Scenario Eleven
 - Understanding Card States
 - **Card Layout**
 - Scenario Twelve
 - Adjusting a Card layout
 - **EDI Express**
 - Scenario Thirteen
 - Operator Privileges
 - The run as Operator
 - Run as Operator
 - The Source File

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- Enterprise Data Interface Folders
 - Importing Images with EDI
 - Configuring Command Centre to receive the Source Data
 - Personal data Fields
 - Mapping of Data between the Source File and Command Centre Data
 - Running EDI Manually
 - Error Messages and Log Files
 - Scenario Fourteen
 - **The Monitor Site Viewer**
 - Scenario Fifteen
 - Default Panel
 - Guard Tour
 - Cameras
 - Broadcast Notifications
 - **Reports**
 - Scenario Sixteen
 - Accessing Reports
 - Report Filters
 - Scheduling a Report
 - Creating a New Door Activity Report
 - Summary Activity Reports
 - Creating a Summary of a Door Activity Report (Access Granted)